# Section 43.62 Data Collection Information Sheet

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# Log into the System

The Section 43.62 Data Collection is an online file system available at
https://apps2.fcc.gov/section4362/login.xhtml

Login using the FCC Registration Number (FRN) and password established at the Commission Registration System (CORES) page (www.fcc.gov/cores)

## Section 43.62 Data Collection

Approved by OMB 3060-1156

### Getting Started

The FCC Part 43.62 system allows you to submit filings to fulfill the annual reporting requirements for international service.

**New reports, revisions and waiver requests can be filed for:**

- Traffic and Revenue Report
- Circuit Capacity Report

**Who must file a Traffic and Revenue Report?**

- Any person or entity that holds U.S. International 214 authorization, whether or not it provided service in the preceding calendar year (the reporting period).
- Any person or entity in the United States that provided International VoIP Service Connected to the PSTN during the reporting period.
- Any person or entity in the United States that provided international call completion services for IMTS or International VoIP Service Connected to the PSTN during the reporting period.

**Who must file a Circuit Capacity Report?**

- Any U.S. common carrier that owned or leased bare capacity on a submarine cable, satellite, or terrestrial facility between the United States and any foreign point on December 31 of the reporting period.
- Any person or entity that held a cable landing license on submarine cable between the United States and a foreign point on December 31 of the reporting period.
- Any non-common carrier satellite licensee with circuits between the United States and any foreign point as of December 31 of the reporting period.

See the Section 43.62 Filing Manual for more details.

### Log In

**FCC Registration Number (FRN):**

**Password:**

[ Log In ]

New Filers: Register for FRN
Forgot Your Password?

# Create a new Filing

Select the Filing Period (default is the current year)
Select the type of Filing
Select Create

# Filing Entity Page

Enter 499 ID, if applicable

Entity Information prefills from CORES.  Certain fields remain editable here.  If the Entity Information needs to be updated, update in CORES (www.fcc.gov/cores).  Only phone, fax and email are editable in this system.

Save button:  Saves information and remains on the page (if there are errors, Save will display them on this page)

Continue button:  Saves the information and continues to the next page.    If there are errors, there will be a red X next to the Filing Steps list.  ✖ Preparer Contact Information    You may correct the errors using the Back button or by clicking the appropriate Filing Steps link.



Filing entity information is prefilled from CORES and includes the information associated with the FRN.  Phone, Fax, and email fields are editable.

DO NOT include a US phone number with a Foreign Entity, this page and subsequent pages will not save.

DO NOT include a Foreign Phone number with a US entity or address, this and subsequent pages will not save.

# Preparer Contact Page

Fill in Preparer Contact Information.  Fields marked with an asterisk (*) are required.  FCC staff may use the information on this page in the event questions arise concerning the filing.

# Authorizations Page

Use the File Number(s) of the current authorization in IBFS on this screen.

Enter File Number(s) one at a time.  First time filers will enter all the authorizations during the first year of filing.  In subsequent years, only new file numbers will need to be entered.  Filers will be able to delete authorizations that have expired or have been surrendered, if needed.

Note:  You may verify current authorizations at MyIBFS (http://licensing.fcc.gov/myibfs).

**Cable Landing Licenses**

Cable landing licenses codes:

*Examples:*
SCL-LIC-20140904-00023
SCL-96-010

[                    ] [ Add ]

[                                        ]
[                                        ]
[                                        ]
[                                        ]

**Satellite Authorizations**

Satellite authorization codes:

*Examples:*
SAT-LOA-20140904-00024

[                    ] [ Add ]

[                                        ]
[                                        ]
[                                        ]
[                                        ]

[ Back ]                    [ Save ] [ Continue ]

*Please note:* The File Number of the Current Authorizations should be used. If the File Number you enter is not the current authorization, a soft warning will appear, as below. You may leave the file number in the field and submit your filing. This warning will NOT prevent the successful filing of your Report(s).

**Satellite Authorizations**

Satellite authorization codes:

*Examples:*
SAT-LOA-20140904-00024

[                              ] [ Add ]

⚠ File number is not a current authorization.

[ SAT-LOA-20140904-00024 ] [ Remove ]

# Terrestrial and Satellite Circuits

No negatives permitted.  Data will automatically be totaled.

# Submarine Cables:  Operators

Download the template, fill and save to prepare for uploading.  File Name should not exceed 50 characters and should not include special characters or spaces.  (See note on the screenshot)

Upload the file.   The File is evaluated before displaying on the screen.   Depending on the size of the file, this may take some time.

Data warnings and errors are displayed by field after the upload and evaluation are complete.

# Submarine Capacity Holders

Download the template, fill and save to prepare for uploading.  File Name should not exceed 50 characters and should not include special characters or spaces.  (See note on the screenshot)

Upload the file.   The File is evaluated before displaying on the screen.   Depending on the size of the file, this may take some time.

Data warnings and errors are displayed by field after the upload and evaluation are complete.

# Certification and Submission Page

Check Confidentiality boxes, if appropriate.

Input Certifying Official's information.  All data fields marked with an asterisk are required.

Enter Filing Entity's or Attorney of Record's Contact information.  This information can be prefilled by clicking the Pre-fill button if this section and the Certifying Official contain the same information

**Save** will save your data for future submission and permit you to review any section marked with a red X indicating errors.

**Submit** will submit the filing to the FCC.

# Error Review

To review any errors before submitting, save the filing and go to the Confirmation and Error Summary page, linked on the right side of the screen in the navigation panel.  Red Errors STOP the submission of your filing. Filings may be submitted with yellow warnings and you may submit comments to the FCC using the My Filings area.

# Error Samples

Preparing your filing for submission:

Red Box indicates an error which will prevent the submission. Any errors in this condition must be corrected prior to submitting the filing

# Warning Samples

Yellow warning box – these are warnings. **Warnings do not prevent the submission of the filing.** However, the filing will be under review until the warnings have been review and either accepted by the FCC or corrected by the filer.

# Errors Commenting

To send a comment/explanation to the FCC regarding warnings on submitted filings:
Select the Errors button from your My Filings page, then Select the Comment button

Enter explanations/comments in the space provided. You will receive confirmation and the number counter of associated messages will reflect the message.

Circuit Capacity
# Filing Error Comments
Celine Dion | Chanson Inc | Reporting Period: 2014 | Last Updated: 03/31/2015 02:22:48 PM EDT

| | |
|---|---|
| **FRN:** | 0023548332 |
| **Error Type:** | Warning |
| **Error Message:** | The 499 ID entered does not match any existing 499 IDs. |
| **Error Desc:** | Filing Entity Information |
| **Value:** | 123456 |
| **Error Row Reference:** | N/A |

## Message Center

### New Message

Send Message

*There is/are 0 messages associated with this request.*

Warning                                        ✕

Your message has been sent.

Okay

499 ID entered does not match any existing 499 IDs.

Circuit Capacity
# Filing Error Comments
Celine Dion | Chanson Inc | Reporting Period: 2014 | Last Updated: 03/31/2015 02:22:48 PM EDT

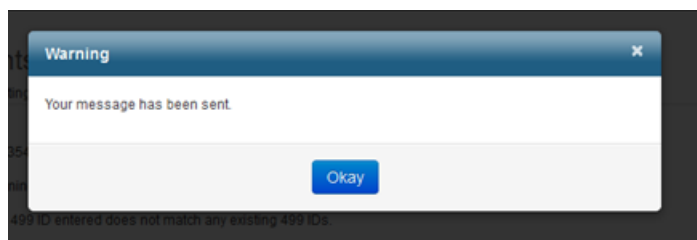| | |
|---|---|
| **FRN:** | 0023548332 |
| **Error Type:** | Warning |
| **Error Message:** | The 499 ID entered does not match any existing 499 IDs. |
| **Error Desc:** | Filing Entity Information |
| **Value:** | 123456 |
| **Error Row Reference:** | N/A |

## Message Center

### New Message

Send Message

There is/are 1 messages associated with this request.

**Filer Message**

Celine Dion 03/31/2015        This is a test message.
01:31:20 PM EST

# Check the Status of your Filing

Login to the website and you will see your recent filings.

The Status Column will say:  In Progress, Submitted – in Review, or Submitted – Accepted.